



Co-operatives Act 1996

Notices

Service on member of co-operative (s.460)

A notice required under the Act to be given to a member of a co-operative must be done in writing.

A notice or other document required under the Act to be given to a member of a co-operative may be given-

- (a) personally; or
- (b) by post; or
- (c) by publishing the notice in a newspaper circulating generally in Victoria or in the area served by the co-operative, if
 - (i) the co-operative is a non-trading co-operative; or
 - (ii) the member's whereabouts are unknown to the co-operative; or
 - (iii) the Registrar permits the notice to be given to members of that co-operative in that manner.

Circumstances requiring notices - members

- ◆ Entry fees and regular subscriptions. (s.78)
- ◆ Fines payable by member. (s.80)
- ◆ Charge set off against share or interest. (s.81)
- ◆ Proposed alteration of rules. (s.112)
- ◆ Meeting to consider active membership resolution. (s.127)
- ◆ Intention to declare the membership of a member cancelled. (s.136)
- ◆ Disclosure statement - issuing additional shares. (s.149)
- ◆ Disclosure statement - compulsory share issues. (s.155)

(Continued on page 2)

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The Federation strongly recommends that each co-operative obtains its own professional advice to ensure that the specific circumstance of the co-operative are taken into account.

INFORMATION



Co-operative Federation of Victoria Ltd

- ◆ Bonus shares. (s.158)
- ◆ Non beneficial ownership of transferred shares. (s.159, 160, 161)
- ◆ Notification of change in shareholding. (s.162)
- ◆ Representation of body corporate members. (s.187)
- ◆ Special resolutions. (s.192)
- ◆ Special postal ballots. (s.200)
- ◆ Convening a general meeting. (s.206)
- ◆ Calling a board meeting. (s.215)
- ◆ Approval of financial accommodation to directors and officers. (s.231)
- ◆ Appointment of directors and officers to Registrar. (s.248)
- ◆ Disclosure statement - depositors. (s.258, Reg 20)
- ◆ Disclosure statement - debentures. (s.264)
- ◆ Disclosure statement - compulsory loans. (s.267)
- ◆ Voting interest. (s.277)
- ◆ Substantial share interest. (s.278)
- ◆ Co-operative to inform Registrar of interest over 20%. (s.284)
- ◆ Unlisted companies to provide list of shareholders. (s.278)
- ◆ Mergers. (s.301)
- ◆ Dissenting shareholders. (s.355)
- ◆ Disclosure statement (foreign co-operatives). (s.382)
- ◆ Conviction for offence. (s.450)

Circumstances requiring notice - Registrar of Co-operatives

- ◆ Disclosure statement - issuing additional shares. (s.149)
- ◆ Disclosure statement - compulsory share issues. (s.155)
- ◆ Special resolutions. (s.192)
- ◆ Disqualified persons. (s.214)
- ◆ Appointment of directors and officers. (s.248)
- ◆ Change of address of registered office. (s.256)
- ◆ Disclosure statement - depositors. (s.258, Reg 20)
- ◆ Disclosure statement - debentures. (s.264)
- ◆ Disclosure statement - compulsory loans. (s.267)
- ◆ Arrangements and Reconstructions. (s.341)
- ◆ Certain changes by foreign co-operative. (s.375)
- ◆ Cessation of business (foreign co-operative). (s.377)
- ◆ Disclosure statement - mergers. (s.382) □